

COLLBRAN BOARD OF TRUSTEES MEETING

Wednesday, November 5, 2008

REGULAR MEETING
7:30 p.m. Town Hall

The regular meeting of the Collbran Board of Trustees was called to order at 7:32 p.m. by Mayor Brad Osburn. The Pledge of Allegiance was recited.

PRESENT ON ROLL CALL: Yes – Trustees Teri Appelhanz, Roland Hall, Lee Lent, Rachel Maigatter, Ed Satterfield, Mayor Brad Osburn Absent - Kendall Wilcox

OTHERS PRESENT: Edith Ann Power, Clerk; Karl Hanlon, Attorney; Vic Sturm, Public Works; Jeff Phillips, Treasurer; Sylvia Spangler, Debbie Desmarteau, Tamara Entwistle, Kris Franklin, Rick Lucas

CITIZEN COMMENTS
NONE

ITEMS ON THE AGENDA

APPROVE MINUTES: October 7, 2008 Regular Meeting

The summary of the presentation and discussion of the truck route is an attachment to the minutes.

Trustee Satterfield moved to approve the minutes of the October 7, 2008 Regular Meeting as presented; seconded by Trustee Hall.

ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Osburn

APPROVE BILLS AND EXPENDITURES

Trustee questions were answered by Treasurer/Finance Clerk Phillips. There was discussion concerning the Energy Fund and PXP's payment of Truck Route expenses. Treasurer Phillips will break out the comp hours paid from regular salary for the Board's information.

Trustee Satterfield moved to approve the bills and expenditures for 10-8-08 through 11-5-08 as presented; seconded by Trustee Appelhanz.

ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Osburn

TAMMY ENTWISTLE – TRUCK ROUTE OPTION

Tammy Entwistle presented a truck route option she felt would provide immediate results at a substantial cost savings. The option would not eliminate heavy truck traffic on Main Street; but would involve purchasing the Entwistle property at the intersection of Main and High, widening the turn at the intersection, and widening the Plateau Creek Bridge. No January workshop was scheduled.

APPROVE ORDINANCE NO. 8, SERIES OF 2008

AN ORDINANCE OF THE TOWN OF COLLBRAN, COLORADO, AMENDING SECTIONS 9.02.120 AND 9.10.040 OF THE COLLBRAN MUNICIPAL CODE REGARDING MAINTENANCE OF WATER AND SEWER SERVICE LINES.

Town of Collbran Board of Trustee Regular Meeting
November 5, 2008

Attorney Neu, in his memo to the Board, clarified that existing Code clearly states that the Town retains ownership of water meters.

Trustee Satterfield moved to approve Ordinance No. 8, Series of 2008; seconded by Trustee Maigatter.

ROLL CALL: Yes – Appelhanz, Hall, Maigatter, Satterfield, Osburn
No – Lent

***APPROVE AMENDED BID PACKET – DOLA GRANT UTILITY INFRASTRUCTURE UPGRADE, PHASE I
RAW WATER COLLECTION***

The previous bid packet from GEG for the springs piping lacked much detail and was unworkable; therefore, SGM was asked to review the bid. The three-phase electrical to the springs and water plant and the swinging walk bridge will need to be addressed in the future.

Trustee Maigatter moved to approve the amended bid packet – DOLA Grant Utility Infrastructure Upgrade, Phase I, Raw Water Collection as presented; seconded by Trustee Hall.

ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Osburn

APPROVE PV MUSIC BOOSTERS ADVERTISEMENT EXPENDITURE

Trustee Maigatter moved to approve the PV Music Boosters \$40, ¼ page advertisement expenditure; seconded by Trustee Lent.

ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Osburn

APPROVE AUDITORIUM SIDING EXPENDITURE

The PVA Preservation Committee presented a bid proposal for installation of insulation and rusted metal siding on the Collbran Auditorium. The Preservation Committee has delivered funds to the Town for the total cost. The Committee has plans for future additional improvements; however, as the donated funds decline, they will need to secure more funding.

Trustee Maigatter moved to approve installing insulation and siding at the Collbran Auditorium not to exceed \$9883 to be paid for by the PVA in accordance with the presented proposal; seconded by Trustee Lent.

ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Osburn

APPROVE INFRASTRUCTURE EXPENDITURE

Trustee Hall read a prepared proposal to hire SGM to engineer infrastructure needs. The 2007 GEG Feasibility Study identified and prioritized problem areas; this engineering expenditure would be to prepare bid packets. Discussion followed concerning future growth areas and increasing the Grove Creek sewer main to 10 inch.

The proposal was modified to read: The engineering study should include but not be limited to: review prior engineering studies provided by the Town of Collbran utilizing any information contained within those studies as deemed prudent and necessary in identifying those problem areas which require immediate attention, on a priority basis.

Trustee Maigatter moved to approve the expenditure proposal presented by Trustee Hall and modified by Attorney Hanlon; seconded by Trustee Satterfield.

ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Osburn

SCHEDULE BUDGET WORKSHOP(S)

The Board scheduled a Budget Workshop for Monday, November 10, 2008, at 7:00 p.m. to discuss the Public Works Department budget. Following audit journal entries, a new chart of accounts will be developed by Caselle. Salaries and benefits will be the main focus of the budget process.

STAFF REPORTS:

MARSHAL: Marshal on leave. No report was presented.

PUBLIC WORKS:

See attached report. A Preliminary Engineering Report will be completed by SGM to apply for funds through Colorado Quality Control Division. Discussion followed concerning the projects noted on the attached map.

Mesa County has entered an agreement with Delta Petroleum ordering Delta to pay directly to the Town of Collbran the maximum fine of \$47,200 for a Mesa County permit violation with regard to the MVS Compressor Station located at 69861 Hwy 330 East, Collbran, CO. The funds are to be used by Collbran to offset energy development related impacts. Mayor/Administrator Osburn indicated the funds would be used to purchase a GIS system, repair the curb on the corner of High and Main Streets, the entrance to the Auditorium parking lot, and John Blady's driveway. The work will proceed when the funds are received.

Trustee Hall moved to approve expenditures not to exceed \$10,000 to clean the back wash pond. The work will be awarded to the lowest qualified bidder of three bids; seconded by Trustee Appelhanz.

ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Osburn

ATTORNEY:

Karl Hanlon reported we are waiting for the court to schedule court dates for the pending appeal with past employees.

ADMINISTRATOR:

The Mayor will send a letter to Mesa County Clerk and the State of Colorado complimenting them on a well run election. A letter has been sent to the Job Corps in appreciation of 'Make a Difference Day'.

Trustee Maigatter stated that she had contacted Labor Attorney Santo concerning the personnel manual. Mr. Santo forwarded his draft to administration several months ago and requested that Administrator Osburn and Clerk Power work on the manual with him before presentation to the Board. Administrator Osburn stated he has not had time to work on it.

COMMENTS FROM MAYOR AND TRUSTEES

Trustee Maigatter said she had called Attorney Neu to inquire about an issue of unpaid comp time referenced in the past and present audit reports. Attorney Hanlon will discuss it with Attorney Neu, but felt the issue could be handled with adoption of the personnel manual. Delta Petroleum's \$15,000 donation was acknowledged.

ADJOURNMENT

Trustee Lent moved to adjourn the meeting at 10:10 p.m.; seconded by Trustee Appelhanz.

ROLL CALL: Yes – Appelhanz, Hall, Lent, Maigatter, Satterfield, Osburn

Approved

Clerk